

**2019 Balance of State HUD CoC Application Timeline:**

| <b>Process</b>   | <b>Date</b>         |
|--|---------------------|
| Published pre-application for new CoC projects (prior to NOFA)   | April 4, 2019       |
| Request for new permanent housing projects sent to LPG lead for further dissemination (prior to NOFA)  | April 5, 2018       |
| Notification of applicant eligibility for new projects (prior to NOFA)   | May 29, 2019        |
| Timeline emailed for Steering Comm. review and approval  | July 9, 2019        |
| HUD CoC NOFA and BoS application timeline and additional requirements for applicants published   | July 12, 2019       |
| CoC Steering Committee meeting (review of CoC app process)   | July 18, 2019       |
| BoS Ranking Committee approved by CoC Steering Committee   | July 26, 2019       |
| *Email submission of required supplementary materials to DHCD via drobox or <a href="mailto:Andriea.ukrop@dhcd.virginia.gov">Andriea.ukrop@dhcd.virginia.gov</a> | Aug. 28, 2019       |
| Applications and materials available in dropbox to Ranking Committee members   | Aug. 29, 2019       |
| Ranking Committee meeting  | Sept. 4 and 5, 2019 |
| Notification in writing (email) of project rankings and funding for final ESNAP submission   | Sept. 6, 2019       |
| **Submission of appeals  | Sept. 9, 2019       |
| Review of appeals  | Sept. 10, 2019      |
| Notification of appeals outcome  | Sept. 11, 2019      |
| Final Priority Ranking published   | Sept. 12, 2019      |
| Submission project corrections and edits in ESNAPS   | Sept. 10-23, 2019   |
| CoC CA Application and Priority Ranking published on website   | Sept. 24, 2019      |
| HUD CoC CA Application and Priority Ranking submitted in ESNAPS by DHCD  | Sept. 26, 2018      |

**\* Supplementary Materials include:**

1. Application Addendum – to be provided, for new and renewal projects
2. Copy of ESNAPS Project Application and Attachments, for new and renewal projects
3. Renewal Projects only- Most recent project APR or an APR (via HCIS) ranging from the current grant start date and ending July 31, 2019

## **\*\* Appeals Process**

### **2019 Balance of State Continuum of Care Funding Appeals Process**

- Applicants will receive a summary of the priority ranking on Sept. 6, 2019.
- Applicants that wish to appeal the ranking committee's decision must notify the Department of Housing and Community Development's CoC Program Coordinator (Andriea Ukrop, [andriea.ukrop@dhcd.virginia.gov](mailto:andriea.ukrop@dhcd.virginia.gov)) in writing via email no later than close of business Sept. 9, 2019 with the following information
  - Agency name and contact information
  - Project name
  - Specific reason for appeal
- **Applicant should note that the Ranking Committee will not use the appeals process as an opportunity to reconsider funding decisions without a clear explanation of the project's grievance with the transparency of grant application process.**
- The Ranking Committee will review all appeals and make final decisions on Sept. 10, 2019 via email vote.
- Applicants will be notified in writing of the appeal outcome not later than Sept. 12, 2019.